

Standing Rules Related to CFA

119.00 Finance and Administration Council

The functions of the Council on Finance and Administration are to serve as a finance committee, to administer the affairs of the Conference, and to provide administrative support for congregations. All lay members of the Council on Finance and Administration who are not members of the Annual Conference shall be granted the privilege of voice without vote during the session of Annual Conference.

{Membership: 13}

300 *Financial and Statistical Administration*

301.00 The Conference fiscal year shall be January 1 through December 31. All funding from the local church given to the Annual Conference shall be remitted through the Conference Treasurer, except as otherwise designated by the Finance and Administration Team.

301.10 All matters affecting the Conference budget shall be referred to the Finance and Administration Team and no action shall be taken on the matter until the Team has made a report to the Annual Conference Session.

301.20 For each budget year the Finance and Administration Team will present a budget to the annual conference that reflects this limitation: the three year average of the change in the conference budget will not be greater than the three year average of the increase in local church expenditures used to calculate apportionments.

302.00 Each pastor-in-charge shall have responsibility for filing Local Church year-end reports with the Statistician of the Annual Conference. Due date for submitting these reports shall be determined in consultation with the Cabinet. Local churches not filing year-end reports will have the previous year's reports used for reporting and apportionment calculation purposes.

303.00 The Conference shall have an Audit Review Committee as specified in ¶1617.4 of the 2008 Book of Discipline. The Audit Review Committee shall determine the list of agencies which will be required to submit annual financial statements for review by the Committee.

304.00 There shall be a Moving Expense Reimbursement Policy administered in accordance with the Policies and Procedures of the Finance and Administration Team.